

**BEFORE THE MINNESOTA  
BOARD OF PSYCHOLOGY**

In the Matter of the License of  
Jill A. Peterson, M.S., L.P.  
License Number: LP3927

**STIPULATION AND  
CONSENT ORDER**

IT IS HEREBY STIPULATED AND AGREED by Jill A. Peterson, M.S., L.P. ("Licensee"), and the Minnesota Board of Psychology ("Board") as follows:

1. During all times herein, Licensee has been and now is subject to the jurisdiction of the Board from which she holds a license to practice psychology in the State of Minnesota.

**FACTS**

2. The Board finds the following:

a. On January 16, 1998, the Board licensed Licensee to practice psychology in the State of Minnesota.

b. In, or around, 2004, Licensee began providing psychological services to two (2) clients, ("Client # 1") and ("Client # 2").

c. In, or around, 2012, Licensee began practicing, and continues to practice, out of her home. Licensee also rents the upstairs space in her home to tenants. Licensee provides therapy sessions to clients out of her downstairs living room and maintains client information in her downstairs dining room.

d. In 2012, during a therapy session with Client # 1, Licensee became upset with her upstairs tenants, opened a door to the upstairs, and yelled at the tenants to be quiet because she was in a therapy session.

e. In, or around, October of 2012, Licensee asked Client # 1 to sign an eviction notice as a witness to the damage and noise caused by her upstairs tenants.

f. In, or around, July of 2013, Licensee contacted Client # 1's employment supervisor to ask if Client # 1 could have time off work to testify on her behalf regarding the eviction.

g. In, or around, July of 2013, Client # 1 expressed her intent to stop seeing Licensee for therapy because she felt the sessions were more focused on discussing Licensee's problems.

h. During the course of therapy with Client # 1, Licensee called Client # 1 several times a day to discuss issues Licensee was having with her other clients.

i. Licensee hired Client # 1's ex-boyfriend to do some repair work on Licensee's home and called Client #1 to discuss problems with the repair work.

j. On, or about, July 18, 2013, Client # 2 reported to another provider that she felt stressed because Licensee was calling her frequently to come visit her and to discuss issues Licensee was having with her tenants and her other clients. Licensee blocked her phone number in order to continue calling Client # 2 after Client # 2 began ignoring her calls.

k. In, or around, July of 2013, Licensee called Client # 2 crying because Client # 1 told her she did not want to see her anymore for therapy. Client # 1 subsequently changed her phone number. Licensee asked Client # 2 for Client # 1's new phone number. When Client # 2 refused to provide the number, Licensee contacted Client # 1's daughter and asked her for Client # 1's new phone number.

l. In, or around, July of 2013, Licensee asked Client # 2 to testify on Licensee's behalf in the eviction matter.

m. During the course of therapy, Licensee asked Client # 2 to call Medical Assistance because Licensee was having problems getting payments from Medical Assistance for Client # 2's therapy.

n. On, or about, July 25, 2013, Licensee asked Client # 2 to cancel an appointment Client # 2 had made for wrist surgery so that Client # 2 could attend a therapy appointment with Licensee instead.

o. In, or around, July of 2013, Client # 2 began to notice lapses in Licensee's memory. Client # 2 reported that Licensee would repeat things she had already told Client # 2 and would mix up appointment times.

p. On August 27, 2013, the Board received a letter from Licensee wherein Licensee states her belief that Client # 2 has been keeping secrets from her.

q. In, or around, July of 2013, a tenant of Licensee's reported that Licensee was behaving strangely. Licensee was calling the police many times a day, complaining that her flower pots were being stolen when they were not, complaining that someone was peeking in her windows, and consistently banging a broom handle against her ceiling, including during therapy sessions.

r. Licensee's records for Client # 2 failed to include documentation of any assessment methods, initial treatment plans, or subsequent revisions, as required by the rules.

s. Licensee's hand-written therapy session notes for Client # 1 were not legible, as required by the rules.

t. On March 7, 2014, Licensee participated in a conference with the Committee. During the conference, Licensee exhibited bizarre, paranoid, and confused behavior,

and exhibited limited insight, such as being unable to recite standard practices, rules, and laws of the practice of psychology.

u. On March 21, 2014, the Board ordered Licensee to undergo a Mental Health Evaluation.

v. On May 28, 2014, Licensee underwent a separate clinical neuropsychological evaluation, which showed potential mild cognitive impairment with potential deficiencies in memory and executive functioning. The evaluator expressed concern regarding Licensee's ability to practice with reasonable skill and safety.

w. On June 12, 16, 23, 25, and 30 and July 16, 2014, Licensee underwent the Mental Health Evaluation ordered by the Board on March 21, 2014. On July 20, 2014, the mental health evaluator completed a Psychological Report on Licensee. The evaluator noted that Licensee was experiencing episodes of acute anxiety which were causing her difficulty with clear thinking. The evaluator also noted that Licensee showed some potential issues with abstract ability, such as drawing specific conclusions from general information and solving complex or unique problems, which may be caused by her anxiety. The evaluator provided a provisional diagnosis of Unspecified Anxiety Disorder for Licensee but noted that she does not meet the full criteria for a particular diagnosis, noting that the context of her anxieties appeared to be situational. The evaluator also noted that a "developing mild cognitive impairment" may be occurring. The evaluator determined that Licensee "does appear to have the ability to practice with reasonable skill and safety . . . [and] appears to have at least the minimal skills needed to provide counseling services" but that her skills needed to be updated. (emphases in original). The evaluator provided the following recommendations for Licensee's continued practice:

- 1) Retrain herself in psychopathology and current counseling strategies;
- 2) Develop a standardized approach to treatment plans, dealing with clients, and managing case notes;
- 3) Limit her practice to cases she is trained to treat and find supervision to redevelop her practice;
- 4) Develop better insight into boundaries issues, particularly the difference between appropriate social services work and appropriate psychology work;
- 5) Find peer licensed clinicians with whom to collaborate and consult;
- 6) Dedicate a workspace in her home that is separate from her living/rental spaces if she continues to practice out of her home; and
- 7) Complete a subsequent mental health evaluation in approximately 8 to 12 months to address the possible development of a mild cognitive impairment.

### **REGULATIONS**

3. The Board views Licensee's conduct as described in paragraph 2 above to be in violation of the following statutes and rules enforced by the Board: Minn. Stat. § 148.941, subd. 2(a)(1) (violation of Board statutes and rules); Minn. Stat. § 148.941, subd. 2(a)(3) and Minn. R. 7200.5700 (unprofessional conduct); and Minn. Stat. § 148.941, subd. 2(a)(10) (inability to practice due to mental health) and constitutes a reasonable basis in law and fact to justify the disciplinary action provided for in the order.

## REMEDY

4. Upon this stipulation and without any further notice or proceedings, the Board hereby places the following **CONDITIONS** on Licensee's license to practice psychology in the State of Minnesota:

a. **Supervision.** Within sixty (60) days of the date of this Order, Licensee must establish an arrangement with an experienced licensed psychologist for the supervision of Licensee's practice for no less than twelve (12) months of continued practice. Licensee may select up to three (3) candidates for consideration and approval by Board staff. If Licensee is unable to select candidates for her supervisor, Board staff may select three (3) candidates for Licensee's consideration. Licensee must meet face-to-face with her supervisor for a minimum of four hours each month. The supervision must include monitoring and review of all of Licensee's client records and notes, as well as Licensee's practices and policies, including decision-making, case management, and boundaries. All costs associated with the supervision must be paid by Licensee. Licensee must cause the supervisor to submit a written report to the Committee every three months, which shall provide and/or address:

- 1) Verification that the supervisor has received a copy of this Order and the July 20, 2014, Psychological Report.
- 2) Dates and times the supervisor met with Licensee.
- 3) Identification of any deficiencies or potential problems with Licensee's current practice and Licensee's approach to current clients, including, but not limited to, Licensee's treatment plans, case notes, understanding of boundaries issues, memory, and executive functioning.

4) Any corrective actions that have been taken to remedy any deficiencies or potential problems.

5) The supervisor's assessment of Licensee's decision-making, approaches, and practices.

6) Any additional information the supervisor believes would assist the Board in its ultimate review of this matter.

b. **Individualized Boundaries Training Course.** Within six (6) months of the date of this Order, Licensee must complete a one-to-one, individualized training course of no less than eight (8) hours on professional boundaries taught by an experienced licensed psychologist. The Course must address the following topics:

- 1) Boundaries in psychotherapy and other professional relationships;
- 2) Transference, counter-transference, and their management in psychotherapy;
- 3) Dealing with boundaries issues when they arise; and
- 4) Managing clients.

Licensee must submit to the Committee for approval a syllabus of the individualized boundaries training course that includes goals, objectives, assignments, projects, methods, and frequency of evaluation as well as the course instructor's *curriculum vitae* for its approval of the instructor. All fees for the course must be paid by Licensee. To show satisfactory completion of the Course, Licensee must submit the following:

1) *Report on Boundaries Course from Licensee.* Licensee must submit a written report to the Committee which provides and/or addresses the following:

- a) The dates Licensee began and completed the Course;

b) A brief statement of the topics covered in the Course;

c) A detailed discussion of what Licensee has learned from the Course, including Licensee's comprehension and knowledge of the topics reviewed in the Course as well as the various ethical issues encountered in practice, and how this Course will affect Licensee's practice in the future;

d) A detailed discussion of the violations that occurred, including how Licensee came to violate her professional boundaries, the harm that may have occurred to Licensee's clients as a result of Licensee's conduct, and how Licensee now believes the violations could have been averted;

e) Licensee's reasons for believing she is capable of conducting herself in a fit, competent, and ethical manner in the practice of psychology; and

f) Any other information Licensee believes would assist the Board in its ultimate review of this matter.

2) *Report on Psychotherapy Course from Instructor.* Licensee must cause to be submitted to the Committee a report from the instructor of the Course. This report must address:

a) The extent of Licensee's participation in the Course; and

b) The instructor's assessment of Licensee's knowledge obtained from the Course, comprehension of the material issues, and opinion as to Licensee's fitness to engage in the practice of psychology.

c. **Psychotherapy Course.** Within six (6) months of the date of this Order, Licensee must submit to the Committee for its pre-approval a graduate level course in



psychotherapy or its equivalent. Once a course is approved by the Committee, Licensee must enroll and complete the course. The Course must address the following topics:

- 1) Psychotherapy;
- 2) Nature of the psychotherapeutic relationship;
- 3) Theories and foundations of the psychotherapy process;
- 4) Role of the psychotherapist and the nature of professionalism;
- 5) Empirically based psychotherapeutic techniques and appropriate counseling strategies;
- 6) Differences between the practice of social services and the practice of psychotherapy;
- 7) Professional standards, scope of practice, and standard of care; and
- 8) Therapist self-care.

All fees for the course must be paid by Licensee. To show satisfactory completion of the Course, Licensee must submit the following:

- 1) *Report on Psychotherapy Course from Licensee.* Licensee must submit a written report to the Committee which provides and/or addresses the following:
  - a) The dates Licensee began and completed the Course;
  - b) A brief statement of the topics covered in the Course;
  - c) A detailed discussion of what Licensee has learned from the Course, including Licensee's comprehension and knowledge of the topics reviewed in the Course as well as the various ethical issues encountered in practice, and how this Course will affect Licensee's practice in the future;

d) A detailed discussion of the violations that occurred, including how Licensee came to misunderstand general principles of psychotherapy, the harm that may have occurred to Licensee's clients as a result of Licensee's knowledge deficit, and how Licensee now believes she can keep up her understanding and knowledge of psychotherapy issues;

e) Licensee's reasons for believing she is capable of conducting herself in a fit, competent, and ethical manner in the practice of psychology; and

f) Any other information Licensee believes would assist the Board in its ultimate review of this matter.

d. **Psychopathology Course.** Within six (6) months of the date of this Order, Licensee must submit to the Committee for its approval a graduate level course in psychopathology or its equivalent. Once a course is approved by the Committee, Licensee must enroll and complete the course. The Course must address the following topics:

- 1) Psychopathology;
- 2) Diagnosing Psychological Disorders;
- 3) The DSM-V; and
- 4) Clinical Assessment.

All fees for the course must be paid by Licensee. To show satisfactory completion of the Course, Licensee must submit the following:

1) *Report on Psychopathology Course from Licensee.* Licensee must submit a written report to the Committee which provides and/or addresses the following:

- a) The dates Licensee began and completed the Course;
- b) A brief statement of the topics covered in the Course;

c) A detailed discussion of what Licensee has learned from the Course, including Licensee's comprehension and knowledge of the topics reviewed in the Course as well as the various ethical issues encountered in practice, and how this Course will affect Licensee's practice in the future;

d) Any other information Licensee believes would assist the Board in its ultimate review of this matter.

e. **Psychotherapy.** Licensee must undergo psychotherapy with a licensed psychologist for no less than twelve (12) months to address Licensee's anxiety, personality structure, the dynamics that contributed to her boundaries violations, processing the developments in her professional life, and any other issues Licensee seeks to address. Licensee must meet with the psychologist at least once a month for at least one hour. Licensee must submit, or cause to be submitted, the credentials of the psychologist for review and preapproval by the Committee. Every three (3) months, Licensee must cause to be submitted to the Board a report from the psychologist which shall provide and address:

1) Verification the psychologist has reviewed a copy of this Order and the July 20, 2014, Psychological Report and any other evaluation and/or treatment records deemed pertinent by the Board or the psychologist;

2) Dates and times the psychologist met with Licensee.

3) Diagnosis and any recommended treatment plan;

4) Recommendations for additional evaluation or treatment; and

5) Any other information the psychologist believes would assist the Board in its ultimate review of this matter.

f. **Peer Consultation.** Licensee must develop a plan for establishing a network of professional peers with whom she can consult for informal guidance and professional development. Within thirty (30) days of the date of this Order, Licensee must submit to the Board for review and approval her plan for establishing a network of professional peers.

g. **Dedicated Workspace.** If Licensee continues to practice psychology out of her home, she must establish a dedicated workspace that is separate from her living space and her rental space. This dedicated workspace must be private and free from interruptions, such as potential noise from her upstairs tenants. Licensee must submit to the Board for review and approval her plan for establishing a dedicated workspace that includes a description of the workspace and plans for keeping the workspace private and free from interruptions.

h. **Updated Mental Health Evaluation.** Within eight (8) months of the date of this Order, Licensee must undergo a comprehensive mental health evaluation performed by a psychiatrist or a licensed psychologist. Licensee must submit, or cause to be submitted, the credentials of the evaluator for review and preapproval by Board staff for purposes of this evaluation. Licensee must execute releases to allow the evaluator to send the results of the evaluation directly to the Board. The results of the evaluation must provide and address Licensee's ability to practice psychology with reasonable skill and safety to clients, as well as any diagnoses, treatment plans, recommendations for additional evaluation or treatment, and other information the evaluator believes would assist the Board in its ultimate review of this matter. All fees for the evaluation must be paid by Licensee.

i. **Professional Responsibility Examination.** Licensee must take and pass the Professional Responsibility Examination. The examination consists of 60 multiple-choice

questions. A passing score is 70% of the questions answered correctly. Licensee may coordinate with the Board for scheduling the exam.

5. Upon completion of all terms, provisions, and conditions of this Stipulation and Consent Order, Licensee may petition the Board to remove the conditions on her license. Licensee must meet with the Committee to discuss her petition as well as her fitness to practice psychology. The Board may, at any regularly scheduled meeting at which Licensee has made a timely petition, take any of the following actions:

- a. Remove any, and/or all, limitations and conditions attached to Licensee's license;
- b. Amend any, and/or all, limitations and conditions attached to Licensee's license; or
- c. Continue any, and/or all, limitations and conditions attached to Licensee's license.

6. If Licensee fails to comply with or violates this Stipulation and Consent Order, the Committee may, in its discretion, seek additional discipline either by initiating a contested case proceeding pursuant to Minnesota Statutes chapter 14 or by bringing the matter directly to the Board pursuant to the following procedure:

- a. The Committee shall schedule a hearing before the Board. At least twenty (20) days before the hearing, the Committee shall mail Licensee a notice of the violation(s) alleged by the Committee. In addition, the notice shall designate the time and place of the hearing. Within ten days after the notice is mailed, Licensee shall submit a written response to the allegations. If Licensee does not submit a timely response to the Board, the allegations may be deemed admitted.

b. The Committee, in its discretion, may schedule a conference with Licensee prior to the hearing before the Board to discuss the allegations and to attempt to resolve the allegations through agreement.

c. Prior to the hearing before the Board, the Committee and Licensee may submit affidavits and written argument in support of their positions. At the hearing, the Committee and Licensee may present oral argument. Argument shall not refer to matters outside the record. The evidentiary record shall be limited to the affidavits submitted prior to the hearing and this Stipulation and Consent Order. The Committee shall have the burden of proving by a preponderance of the evidence that a violation has occurred. If Licensee has failed to submit a timely response to the allegations, Licensee may not contest the allegations, but may present argument concerning the appropriateness of additional discipline. Licensee waives a hearing before an administrative law judge, discovery, cross-examination of adverse witnesses, and other procedures governing hearings pursuant to Minnesota Statutes chapter 14.

d. Licensee's correction of a violation before the conference, hearing, or meeting of the Board may be taken into account by the Board but shall not limit the Board's authority to impose discipline for the violation. A decision by the Committee not to seek discipline when it first learns of a violation shall not waive the Committee's right to later seek discipline for that violation, either alone or in combination with other violations, at any time while Licensee's license is in a suspended status.

e. Following the hearing, the Board will deliberate confidentially. If the allegations are not proved, the Board shall dismiss the allegations. If a violation is proved, the Board may impose additional discipline, including additional conditions or limitations on

Licensee's practice, a period of suspension with conditions of reinstatement, or revocation of Licensee's license.

7. This stipulation shall not in any way limit or affect the authority of the Board to temporarily suspend Licensee's license under Minn. Stat. § 148.941, subd. 3, or to initiate contested case proceedings against Licensee on the basis of any act, conduct, or omission of Licensee justifying disciplinary action occurring before or after the date of this Stipulation and Consent Order which is not related to the facts, circumstances or requirements referenced herein.

8. In the event the Board at its discretion does not approve this settlement or a lesser remedy than indicated in this settlement, then, and in that event, this stipulation is withdrawn and shall be of no evidentiary value and shall not be relied upon nor introduced by either party to this stipulation, except that Licensee agrees that should the Board reject this stipulation and this case proceeds to hearing, Licensee will assert no claim that the Board was prejudiced by its review and discussion of this stipulation or of any records relating to this matter.

9. Any appropriate court may, upon application of the Board, enter its decree enforcing the order of the Board.

10. Licensee has been advised by Board representatives that she may choose to be represented by legal counsel in this matter. Licensee is represented by Peter Van Bergen, Esq. The Committee is represented by Hans A. Anderson, Assistant Attorney General.

11. Licensee waives all formal hearings on this matter and all other procedures before the Board to which Licensee may be entitled under the Minnesota or United States constitutions, statutes, or rules and agrees that the order to be entered pursuant to the stipulation shall be the final order herein.

12. Licensee hereby knowingly and voluntarily waives any and all claims against the Board, the Minnesota Attorney General, the State of Minnesota and their agents, employees and representatives which may otherwise be available to Licensee under the Americans With Disabilities Act or the Minnesota Human Rights Act relative to the action taken or authorized against Licensee's license to practice psychology under this stipulation.

13. Licensee hereby acknowledges that she has read, understands, and agrees to this stipulation and has freely and voluntarily signed the stipulation without threat or promise by the Board or any of its members, employees, or agents. When signing the stipulation, Licensee acknowledges she is fully aware the stipulation is not binding unless and until it is approved by the Board. The Board may either approve the Stipulation and Consent Order as proposed, approve the Stipulation and Consent Order subject to specified change, or reject it. If the changes are acceptable to Licensee, the stipulation will then take effect and the order as modified will be issued. If the changes are unacceptable to Licensee or the Board rejects the stipulation, it will be of no effect except as specified herein.

14. This Stipulation and Consent Order constitutes a disciplinary action against Licensee.

15. This Stipulation and Consent Order is a public document and will be sent to all appropriate data banks and other entities consistent with Board policy.

16. This stipulation contains the entire agreement between the parties there being no other agreement of any kind, verbal or otherwise, which varies this stipulation.




**LICENSEE**


  
JILL A. PETERSON, M.S., L.P.

Dated: 10-1-2014

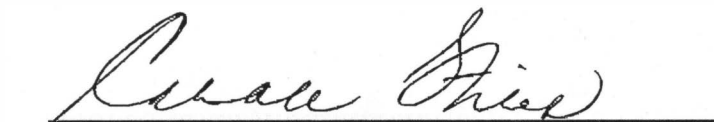
**COMPLAINT RESOLUTION COMMITTEE**

  
SCOTT FISCHER, PH.D., L.P.  
Committee Chair

Dated: 10/31/14

  
RAJA DAVIS, PSY.D., L.P.  
Committee Member

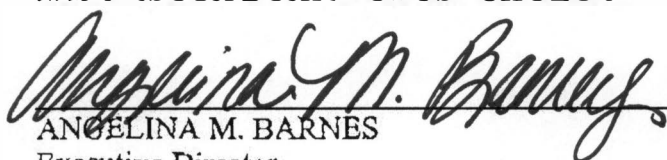
Dated: 10/31/14

  
CAROLE STILES, LICSW  
Committee Member

**ORDER**

Upon consideration of this stipulation and all the files, records, and proceedings herein,  
IT IS HEREBY ORDERED that the license of Licensee is placed in a **LIMITED** and  
**CONDITIONAL** status and that all other terms of this stipulation are adopted and implemented  
by the Board this 31 day of October 2014.

**MINNESOTA BOARD OF PSYCHOLOGY**

  
ANGELINA M. BARNES  
Executive Director